

North Atlantic Division Implementation Plan
For
EC 1105-2-405 and 1105-2-406

Initial implementation of EC 1105-2-405, Division Engineers Submittal of Final Decision Document for Projects Requiring Specific Authorization, and EC1105-2-406, District Engineers Presentation of Final Decision Document for Projects Requiring Specific Authorization is of utmost importance to the North Atlantic Division (NAD). Both the presentation to the Civil Works Review Board (CWRB) and the accompanying report summary must incorporate all of the elements in both EC's in a clear, concise, straightforward, and transparent manner. Important information provided by the Chief, Office of Water Project Review, Headquarters (HQ) USACE states, "There is a high level of interest at OMB, ASA, NAS, and on the Hill for the usefulness of these summaries..." The summaries will ultimately be published on the web. In the District Commander's briefing, the "Lessons Learned/After Action Report" and the six points at the bottom of page A-1 were issued directly from MG Riley, who will expect them to be specifically addressed.

The goals of the North Atlantic Division are to produce high quality, defensible, and transparent briefings and summary reports, grounded in honesty and integrity, and to maintain a high level of consistency in attainment of these goals among all five districts. **Bottom line: we must be accountable for our decision documents.** In order to realize our goals, a Project Delivery Team (PDT) consisting of one person from each district and members of the NAD Program Support Division has been organized to implement the EC's. The measure of success of the briefs and report summaries at the CWRB lies in complete adherence to all EC requirements. The implementation process will proceed as follows:

- The PDT and others will participate in the 24 Aug 2005 conference call with HQ concerning roll-out of the EC's and Q and A
- A meeting of the PDT will be held on 30 Aug 2005 at New York District to review each requirement of each EC, uncover problem areas, discuss and agree on consistent application
- Requirements which need further clarification (if any) will be referred to HQ for suggested action
- A review schedule of district briefs and report summaries by NAD will be established based on the specific CWRB submittal dates. Currently, the most urgent item is the **8 September 2005** suspense for submittal of the final decision documents, Division Engineer's Transmittal Letter, and Report Summary to the NAD RIT at HQ for the **22 September 2005** CWRB briefing. This suspense applies to the following NAD decision documents, both from NAB: Poplar Island, MD Environmental Restoration Project General Reevaluation Report and Bloomsburg, PA Flood Damage Reduction Feasibility Report.

- A process of follow-up and lessons learned, after projects have been presented to the CWRB, will be discussed in order to learn from experience and continually improve the quality of all district and division submittals.